

Memo

To: Tom Johnston
From: Shelley Holley, Library Director
Nigel Boeg, Support Services Manager
Date: 10/12/2009
Subject: Ingrams Library Service - Materials

The library requests to encumber \$132,600 with Ingram Library Services to be spent on materials for the Adult collection. Materials will be acquired in the areas of fiction, non fiction, best sellers, replace outdated material, and damaged material.

These funds will purchase approximately 5,300 items that will enhance the collection for the community and maintain our accreditation with the Texas State Library.

Ingram Library Services has a contract with the State of Texas CO-OP Program, contract number 715-N1.

Available funds, are located in the Capital Account 36565000-79480-09100, which totals \$185,000 and Operating Account 16565651-79480, which totals \$132,500.